



April 21, 2011

**Karen Dial**  
H.B. Drollinger Co.  
President

**John Ruhlen**  
Ruhlen & Associates  
Secretary

**Miki Payne**  
H.B. Drollinger Co.  
Treasurer

**Tracy S. Thomas**  
Coreland Companies

**William F. Allen**  
HFH Ltd.

**Heather Lemmon**  
The Real Estate Consultants  
LB Property Management

**Donald R. Duckworth**  
Executive Director

Mr. Rick Scott  
BID Analyst  
City Clerk's Office  
City of Los Angeles  
200 N. Spring Street  
Room #237  
Los Angeles, CA 90012

Re: Transmittal of Approved MDP & ER for Westchester Town Center BID  
Renewal

Dear Mr. Scott:

Transmitted herewith is the Management District Plan and Engineer's Report for  
WTC BID Renewal effective January 1, 2012.

These documents were formally approved by the Westchester Business  
Improvement Association at their April 21, 2011 meeting and authorized for re-  
submittal to the City Clerk's Office. Attached is an amended BID area map and  
Property Database reflective of changes in these documents since the WBIA's  
prior approval.

As we may be of any additional assistance, please let me know.

Sincerely,

Donald R. Duckworth  
Executive Director

C: WBIA Board of Directors  
Miranda Paster, Office of the City Clerk  
Paul Makowski, Office of the City Clerk